

**MAYOR AND CITY COUNCIL
CITY OF SEAT PLEASANT
REGULAR WORK SESSION
MONDAY, JULY 2, 2012
6:30P.M.**

1. OPENING

1.1.1 Call to Order

Council President Porter called the meeting to order at 6:40 p.m.

1.1.2 Roll Call

Present: Mayor Eugene Grant (Absent), Councilmember Darrell Hardy, Councilmember Johnie L. Higgs, Sr., Councilmember Kelly Porter, Councilmember Gerald R. Raynor, Sr., Councilmember Elenora Simms, Councilmember Aretha Stephenson, Councilmember Reveral Yeargin

Staff: Vincent Jones, City Administrator, Dashaun N. Lanham, City Clerk

1.1.3 Invocation and Pledge of Allegiance:

The invocation was given by Councilmember Yeargin

1.1.4. Approval of Agenda

It was motioned by Councilmember Porter to add the following item to the agenda: New Business 5.6. Management of City Website and to strike 5.3 from the agenda, as it will be discussed as the Governmental Affairs Committee report. It was motioned Councilmember Stephenson and seconded by Councilmember Hardy to approve the agenda with the modifications. The motion carried.

2. PRESENTATIONS:

2.1. Koko Barnes, Executive Director of SPCDC-Farmers Market

- Councilmember Simms stated that she spoke with Ms. Barnes about a week ago. She reviewed the cost and activities associated with the market.
- She stated the cost wasn't what they wanted to take on such as the moon bounce and T-shirts.
- Councilmember Simms requested that Ms. Barnes need to come with another plan.
- Ms. Barnes stated that everything will be hindered. She spoke with someone at the SBA regarding a budget and they recommended \$10,000

- Ms. Barnes stated that the signage is to provide information to the community. She has recommended signs in the following areas from Washington, DC, Martin Luther King Highway, Eastern Avenue, Addison Road, Sherriff Road and the metro. The T-shirts will give recognition during the market for questions and for the clean-up crew. The radio is advertisement with plug-ins and CATV.
- Ms. Barnes stated that the MD Department of Agriculture requires signs to be approved by the State Highway Administration. She has a sign company to develop the signs for the Highway.
- Council President Porter wanted to know if the money for the signs can be deducted from the Public Works budget. This will assist with scaling the cost down.
- Councilmember Higgs requested that Ms. Barnes get the request in writing by SHA for the approval of the signs. He stated that he was not aware of the budget for the market. He wanted to know about the clean-up crew.
- Ms. Barnes stated that they have volunteers of twelve and that is why they needed the T-Shirts.
- Council President Porter requested that Mrs. Sanders and Mrs. Lanham check into the cost of the T-shirts. He stated that this is until we can start charging for the market rental space. He stated that the shirts should be green.
- Councilman Yeargin had volunteered to DJ the first day of the market on Thursday, from 4:00p.m.-7:00p.m.
- Ms. Barnes stated that the farmers will pay \$30.00 for a table. She stated that the residents will be allowed to sell their ware.
- Councilmember Higgs wanted to know if the approved farmers can be mixed with the non-approved farmers. Ms. Barnes stated you can mix them.
- Ms. Barnes stated that there will be a cost for insurance. It was requested to check with LGIT on the requirements.
- Ms. Barnes stated that the organically grown and home grown farmers will need to provide information on the product when requested.
- Councilmember Stephenson wanted to know if any grants looked into for the farmers market.
- Ms. Barnes stated that the Grant Writer was going to assist them with a grant, but was told she could not work with them on a grant. She stated the timeline had passed on the grant. She said the Mayor had requested some information and she was not able to comply with the request.
- Ms. Barnes stated that she was looking to start this week.

- Councilmember Porter recommended that the market start small and allow it to grow. He stated that the Civic Associations are looking for the market.
- Mr. Jones stated that he will meet with Ms. Barnes to review the budget to see where we can minimize the budget.
- He wanted to know how to bring the information back to the Council.
- Councilmember Porter stated that an item to be approved by the Council.
- Councilmember Yeargin wanted to know if there was a color scheme for the market. Ms. Barnes stated that it was not for this year.
- Councilmember Hardy stated that we need to discuss and review before we can provide an approval.
- Councilmember Simms inquired about the confirmation with the farmers. Ms. Barnes stated she had verbal commitments.
- Councilmember Hardy stated that we need to have a commitment in writing.
- Councilmember Porter requested Ms. Barnes to have the commitment in writings by July 6, 2012 to the City Clerk with a projected date of July 19, 2012.

3. LEGISLATION

3.1. None

4. REPORTS

4.1. Mayor's Report:

- Mayor Grant was absent from the Regular Work Session on Monday, July 2, 2012 and no report was submitted from the Office of the Mayor.

4.2. City Administrator Report:

- Mr. Jones stated that the City Property Surplus is for Prince George's County to do a utility right-away. He stated that there may be an expense associated with the Right-away dedication.
- Mr. Jones stated that the Right-away means the City will still own the land, but they will have an easement to do the utility.
- It was the consensus of the Council to do the right-away.
- Mr. Jones stated that Eastern Avenue Apartments on 62nd Pl at Eastern Avenue between the IGA. They want a right to use the street as parking. The City Attorney recommended we do a formal agreement to be drawn up by them.
- It was the consensus of the Council to allow the right of use for parking.
- Mr. Jones stated that the Outstanding Reports memorandum request, information will be provided tomorrow, Tuesday, July 3, 2012.
- Mr. Jones stated that the Summer Youth started last week and we have four youth from Seat Pleasant.

- Mr. Jones stated that the Blue Line Corridor-Park & Planning will be having an event on Saturday, September 8, 2012. He feels it will be a good thing for Seat Pleasant to have information booth about the City at St. Margaret's for the event.
- It was the consensus of the Council to participate.
- Mr. Jones stated that he would speak with Mrs. Sanders upon her return to put the booth together.
- Mr. Jones stated that for the City Attorney would like to provide a report and meet with the Council.
- It was the consensus of the Council to have the report submitted in writing and to have the City Attorney come before the Council.
- Council President Porter requested the report in writing before the meeting.
- It was requested that the attorney review the documents for the Feggans Center/City Center project right away.
- Mr. Jones stated that the emergency repairs to the City Treasurer office; we spent \$2,500 for the engineer and removal of the radiator and replacement of cement. The odor in the office may be water from mildew.
- Mr. Jones stated that we may need to tear out the wall to see if there are any damages.
- Mr. Jones stated that Economic Development has a Branding RFP prepared to be advertised. He stated that we advertised for someone to assist with the master plan.
- Councilmember Higgs thanked Council President Porter who had been talking about branding the City.
- Mr. Jones stated that the Strategy was updated, but not approved by the Council. He thinks it is a good document for the Council to approve.
- Councilmember Simms wanted to know the status of the CDBG Grant. Mr. Jones stated that he couldn't believe it either and he is trying to meet with them. He stated that they had done things different this year and the recommendation was zero for the Seat Pleasant. He stated that we asked for some additional monies for demolishing. He stated that Officer Ivey met with GOCCP on June 29, 2012. The funding was given to the County and we need to request funding from the County to keep the program going.
- Mr. Jones stated that Officer Ivey will meet with the Prince George's Police Department tomorrow. The signs for the Crime Watch Meeting do not have a procedure to put in place.
- He stated it could be in the wards. We have ten signs and they are bigger. It was stated that the member from the meeting will be signed up as a member.

- Councilmember Stephenson stated that they would like to see participation in other wards.
- She stated that they will need to have ongoing meetings and no certification is required. She stated that the Police Department can put something together on the program.
- The signs are uniformed and the costs of the signs are \$35.00 each.
- Mr. Jones stated that the signs should not go up if it is not an active crime watch.

Council Committee Reports:

- 4.3c. Government Affairs & Technology Chair, Councilmember Simms requested the City Council to review the Contract and Grant Review forms and provide feedback to the City Clerk. She would like to move forward with the Resolution on Monday, July 9, 2012.

5. NEW BUSINESS

5.1. City Center Groundbreaking Ceremony-

- Councilmember Porter read the letter from Mayor Grant requesting funding for the Ceremony. City Clerk Lanham stated that the budget recommendation from the City Treasurer is the Greendale Center Debt Services line item 5978.12.
- The City Council requested an additional proposal showing funding sources and commitment from the vendors.

5.2. Microphone Upgrade for Council Chambers

- Mrs. Lanham presented the proposal to the City Council to upgrade the microphones in the Council Chambers.
- The City Council requested a revised proposal for two additional wireless microphones with stands and lithium batteries.

5.3. Special Event Policy

- It was recommended by the City Council to include the Special Events Policy in the City Code. The Council recommended that the times be listed for special events. All approved request require payments at the time of approval.

5.4. Banner City Requirements

- Councilmember Simms read the requirements for the Banner City designation.
- Councilmember Porter stated that it is imperative that the Council participate on a committee. He stated that he is a member of the Communication Committee and the City Clerk is a member of the Legislative Committee.

- Councilmember Simms stated that the Council needs to participate with the PGCMA Meetings too.

5.5. Management of City Website

- Councilmember Yeargin wanted to know who was responsible for posting information on the website.
- Mr. Jones stated that he posts information and the City Clerk post the meeting minutes and agendas on the website.

6. UNFINISHED BUSINESS:

6.1. Discussion of Park Use and Permit Policy

- Mr. Jones stated that Mrs. Sanders had revised the park rental application.
- The City Council requested legislation to approve the new policy and application.

6.2. Approval of Purchase of Police Vehicles

- Mr. Jones stated that the Police Department had revised the selection of the vehicle to the Dodge Charger.
- The Police Department had researched the prices for the cost of the vehicle. They stated the researched proved that the purchasing the vehicles outside of the State of Maryland contract the prices are higher.
- It was motioned by Councilmember Porter and seconded by Councilmember Raynor to move forward on the purchase of vehicles utilization the MD State Proposed contract for \$22,749. The motion carried and was unanimously approved by the Council.

7. ANNOUNCEMENT

7.1. Ward II Crime Prevention Training, Wednesday, July 18, 2012, Pleasant Homes Community Center, 6810 Greig Street, Seat Pleasant, MD from 6:00pm-8:00pm

ADJOURN-The meeting adjourned at 9:38pm

Submitted by,



Dashaun N. Lanham

City Clerk